



# বঙ্গবন্ধু শেখ মুজিব মেডিক্যাল বিশ্ববিদ্যালয় Bangabandhu Sheikh Mujib Medical University

রেজিস্ট্রার অফিস

Office of the Registrar

No. BSMMU/2024/10725

Date: 27/11/2024

## Office Order

**Dr. Tawfiqur Rahman**, Assistant Professor, Department of Otolaryngology & Head-Neck Surgery of this university has been granted Ex-Bangladesh leave to attend the " **International Conference on Otolaryngology-ENT Surgery**" to be held in Bali, Indonesia. For this reason, he has been granted earned leave for 06 (Six) days from 21/12/2024 to 26/12/2024. During this period Dr. Abdullah Al Mamun, Assistant Professor of the same department will look after the duties of **Dr. Tawfiqur Rahman**.

The University or the Government of Bangladesh will not bear any financial liability either in local or in foreign currency for this purpose.

By order

(Dr. Md. Delwar Hossain)

Additional Registrar-1

No. BSMMU/2024/ 10725(13)

Date: 27/11/2024

### Copy forwarded for information and necessary action to:

1. The High Commission/Embassy of Indonesia in Bangladesh.
2. The High Commission/Embassy of Bangladesh in Indonesia.
3. Director General, Passport & Immigration, Dhaka.
4. Director General/Consular Welfare, Ministry of Foreign Affairs, Govt. of Bangladesh, Segun Bagicha, Dhaka.
5. Chairman, Department of Otolaryngology & Head-Neck Surgery, BSMMU, Dhaka.
6. Proctor, BSMMU, Dhaka.
7. Director (Finance)/ Director (Hospital)/Director (IT), BSMMU, Dhaka.
8. Director, Passport & Immigration, Hazrat Shahjalal International Airport, Dhaka.
9. **Dr. Tawfiqur Rahman**, Assistant Professor, Department of Otolaryngology & Head-Neck Surgery, BSMMU, Dhaka **with the request to submit her departure/arrival report in due time through proper channel.**
10. Dr. Abdullah -Al-Mamun, Assistant Assistant Professor, Department of Otolaryngology & Head-Neck Surgery, BSMMU, Dhaka.
11. PS to Vice Chancellor, BSMMU, Dhaka.
12. PS to Pro Vice Chancellor (Academic)/(Administration)/(Research & Development)/ Treasurer, BSMMU, Dhaka.
13. PO to Registrar, BSMMU, Dhaka.
14. BSMMU web: [www.bsmmu.ac.bd](http://www.bsmmu.ac.bd)
15. Office Copy.

Additional Registrar-1

Abiddin